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12 February 1968

~~MEMORANDUM TO THE DIRECTOR OF CENTRAL INTELLIGENCE~~

ATTACHMENT: Assistant Director for Collection & Dissemination

SUBJECT: Dissemination of Daily Report, Foreign Radio Broadcasts and Survey, USSR Radio Broadcasts.

1. It is suggested that the procedure by which changes, additions and deletions are made in the mailing lists for regular PBIB publications of broadcast material be reexamined.

2. Under existing procedure, requests for PBIB reports are referred to OCD for approval or rejection. If OCD approves a request, PBIB is notified and in turn requests Services Branch to take appropriate action. PBIB thus acts as intermediary between the Requirements Branch of OCD and the Reproduction Division of Services Branch, contributing nothing to the process. Action upon complaints of non-receipt or mis-delivery, as well as adjustments of the mailing lists, are delayed and complicated by unnecessary routing through PBIB.

3. This procedure is a hold-over from the time when reproduction and mailing functions were decentralised to PBIB. It was then necessary for PBIB to maintain supervision over the mechanics of distribution to insure that the commitments of OCD were being fulfilled. This responsibility has now been transferred to Services Branch along with the personnel for reproduction and mailing. Services Branch in effect prints copies for, and mails them to, persons and agencies designated by OCD.

4. With a view to eliminating delay and double handling, the following procedure is recommended for consideration:

a. All requests received by PBIB for additions, deletions, or corrections to the mailing lists for the Daily Reports, Restricted and Unrestricted, and the weekly Survey of USSR Broadcasts, be forwarded to OCD for disposition without prior action by PBIB.

b. After screening, Requirements Branch notify Reproduction Division of Services Branch of changes to be made.

c. PBIB request from Services Branch a monthly check-run of the several lists to serve as reference indication of the volume and type of dissemination being made.

d. This simplified procedure be applied only to:

Daily Report, Foreign Radio Broadcasts, ~~RESTRICTED~~ 00  
Daily Report, Foreign Radio Broadcasts, ~~RESTRICTED~~  
Survey of USSR Radio Broadcasts, ~~RESTRICTED~~

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and act to FBI technical reports or Special Reports,  
in the dissemination of which it is desirable that this  
office maintain an active interest.

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[redacted]  
Brigadier General, USA  
Assistant Director for Operations

OO/PS

cc: Addressee orig. & 1  
Central Records  
Office of Operations - 2  
Return Chief, FBI

AMW/PME:edr

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